

**NOTTAWA TOWNSHIP**  
**ST. JOSEPH COUNTY, MICHIGAN**  
**FINANCIAL STATEMENTS**  
**JUNE 30, 2005**

# Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended.

Local Government Type <input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Government Name <b>NOTTAWA TOWNSHIP</b>	County <b>St. Joseph</b>
Audit Date <b>June 30, 2005</b>	Opinion Date <b>August 22, 2005</b>	Date Accountant Report Submitted to State: <b>Nov. 21, 2005</b>	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- ☐ Yes ☒ No 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.
- ☐ Yes ☒ No 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).
- ☐ Yes ☒ No 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).
- ☐ Yes ☒ No 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.
- ☐ Yes ☒ No 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).
- ☐ Yes ☒ No 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit.
- ☐ Yes ☒ No 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year).
- ☐ Yes ☒ No 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).
- ☐ Yes ☒ No 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

We have enclosed the following:

	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.			X
Reports on individual federal financial assistance programs (program audits).			X
Single Audit Reports (ASLGU).			X

Certified Public Accountant (Firm Name)

**Norman & Paulsen P.C.**

Street Address

**127 W. Chicago Road**

City

**Sturgis**

State

**MI**

ZIP

**49091**

Accountant Signature

**Michael R. Wilson CPA Michael R. Wilson**

Date

**Nov. 21, 2005**

**NOTTAWA TOWNSHIP**

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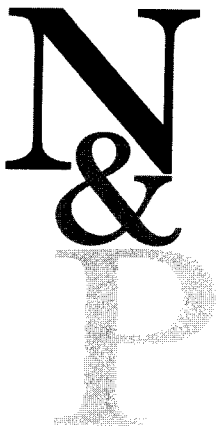
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**Norman & Paulsen, P.C.**

*Certified Public Accountants*

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## INDEPENDENT AUDITOR'S REPORT

To the Supervisor and  
Members of the Township Board  
Township of Nottawa  
St. Joseph County, Michigan

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Nottawa Township, Michigan, as of and for the year ended June 30, 2005, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Nottawa Township, Michigan, management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statements presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Nottawa Township, Michigan, as of June 30, 2005, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Donald L. Paulsen, CPA  
Patrick J. Monahan, CPA  
Bruce S. A. Gosling, CPA  
Michael R. Wilson, CPA  
Rick L. Strawser, CPA  
Jerrel T. Norman (1941-1982)

The management's discussion and analysis and budgetary comparison schedules, as identified in the table of contents, are not a required part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Nottawa Township's basic financial statements. The accompanying other supplemental information, as identified in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements. The other supplemental information has been subjected to the auditing procedures applied in the audit of the basic financial statements, and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

As discussed in Note 1 to the financial statements, Nottawa Township adopted the provisions of Governmental Accounting Standards Board (GASB) Statement 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, as amended by GASB 37, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments Omnibus* and GASB 38, *Certain Financial Statement Notes Disclosures*, as of July 1, 2003.

August 22, 2005

*Norman J. Paulson, P.C.*

**NOTTAWA TOWNSHIP  
MANAGEMENT' S DISCUSSION AND ANALYSIS**

Our discussion and analysis of the Nottawa Township's financial performance provides an overview of the Township's financial activities for the fiscal year ended June 30, 2005. Please read it in conjunction with the Township's financial statements.

**Financial Highlights**

The Township's net assets increased \$1,703 during the fiscal year ended June 30, 2005, which represents 0.2 percent of the net asset position at the beginning of the year.

The Township's Governmental Funds reflected a total fund balance at June 30, 2005 of \$589,620, which was a decrease of \$37,230 from the prior year end.

The total Governmental Funds expenditures for the year ended June 30, 2005, amounted to \$579,890, of which \$324,819 (56 percent) was for general government, \$58,621 (10 percent) was for public safety, \$12,300 (2 percent) was for public works, and \$184,150 (32 percent) was for recreation and cultural.

**Using This Annual Report**

This annual report consists of a series of financial statements. The first two statements are government-wide financial statements that provide both long-term and short-term information about the Township's overall financial status. The remaining statements are fund financial statements that focus on individual parts of the government, reporting individual Township operations in more detail than the government-wide statements.

- \* The governmental funds statements tell how general government services were financed in the short-term as well as what remains available for future spending.
- \* Proprietary fund statements offer short-and-long-term financial information about activities the Township operates like private businesses. The Township does not have any proprietary funds.
- \* Fiduciary fund statements provide information about the financial relationships in which the Township acts solely as a trustee or agent for the benefit of others, to whom the resources in question belong.

**NOTTAWA TOWNSHIP  
MANAGEMENT' S DISCUSSION AND ANALYSIS**

**Reporting the Township as a Whole**

Our analysis of the Township as a whole begins on page 6. One of the most important questions asked about the Township's finances is, "Is the Township as a whole better off or worse off as a result of the year's activities?" The statement of net assets and the statement of activities report information about the Township as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting method used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

The two statements mentioned above, report the Township's net assets and changes in them. The reader can think of the Township's net assets - the difference between assets and liabilities - as one way to measure the Township's financial health or financial position. Over time, increases or decreases in the Township's net assets are one indicator of whether its financial health is improving or deteriorating. The reader will need to consider other nonfinancial factors, however, such as changes in the Township's property tax base and the condition of the Township's capital assets (buildings and equipment) to assess the overall health of the Township.

In the statement of net assets and the statement of activities, the Township is divided into two kinds of activities:

\* **Governmental activities** - Most of the Township's basic services are reported here, including public safety and general administration. Property taxes and state shared revenues finance most of these activities.

\* **Business-type activities** - The Township charges a fee to customers to help it cover all or most of the cost of certain services provided. The Township has no business-type activities.

**Reporting the Township's Most Significant Funds**

Our analysis of the Township's major funds begins on page 7. The fund financial statements begin on page 11 and provide detailed information about the most significant funds - not the Township as a whole. Some funds are required to be established by state law and by loan covenants. However, the Township board has established several other funds to help it control and manage money for particular purposes. The Township has the following kinds of funds:



**NOTTAWA TOWNSHIP  
MANAGEMENT' S DISCUSSION AND ANALYSIS**

**Reporting the Township's Most Significant Funds - Continued**

- \* **Governmental funds** - Most of the Township's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Township's general governmental operations and the basic service it provides. Governmental fund information helps the reader to determine whether there are more or fewer financial resources that can be spent in the near future to finance the Township's programs. We describe the relationship (or differences) between governmental activities (reported in the statement of net assets and the statement of activities) and the governmental funds in a reconciliation following the fund financial statements.
- \* **Fiduciary funds** - The Township is the trustee, or fiduciary, for certain funds. The Township is responsible for ensuring that the assets reported in these funds are used for their intended purposes. All of the Township's fiduciary activities are reported in a separate statement of fiduciary assets and liabilities. We exclude these activities from the Township's government-wide financial statements because the Township cannot use these assets to finance it's operations.

**The Township as a Whole**

The Township's combined net assets increased from a year ago, from \$920,648 to \$922,351. This was a result of maintaining low operating costs. The Township's total net asset position continues to remain strong. In a condensed format, the table below shows key financial information:

**NOTTAWA TOWNSHIP  
MANAGEMENT' S DISCUSSION AND ANALYSIS**

**The Township as a Whole - Continued**

	<u>2005</u>	<u>2004</u>
Net assets as of June 30, 2005 and 2004:		
Current and other assets	\$ 602,412	\$ 653,124
Capital assets	<u>332,731</u>	<u>293,798</u>
Total assets	935,143	946,922
Long-term debt outstanding	-	-
Other liabilities	<u>12,792</u>	<u>26,274</u>
Total liabilities	12,792	26,274
Net assets		
Invested in capital assets		
net of related debt	332,731	293,798
Restricted	4,859	3,204
Unrestricted	<u>584,761</u>	<u>623,646</u>
Total net assets	<u>\$ 922,351</u>	<u>\$ 920,648</u>
Changes in net assets as of June 30, 2005 and 2004:		
	<u>2005</u>	<u>2004</u>
Revenues		
Program revenues		
Charges for services	\$ 41,549	\$ 39,289
General revenues		
Property taxes	227,216	206,341
State shared revenues	176,968	179,010
Interest	8,454	8,615
Other	<u>88,473</u>	<u>85,982</u>
Total revenues	542,660	519,237
Expenses		
General government	283,493	216,274
Public safety	58,621	77,524
Public works	12,300	15,126
Recreation and cultural	<u>186,543</u>	<u>182,415</u>
Total expenses	<u>540,957</u>	<u>491,339</u>
Change in net assets	<u>\$ 1,703</u>	<u>\$ 27,898</u>

**NOTTAWA TOWNSHIP  
MANAGEMENT' S DISCUSSION AND ANALYSIS**

**Financial Analysis of the Township' s Funds**

At the end of fiscal year 2005, the governmental funds reported a combined fund balance of \$589,620 which is \$37,230 less than last year. The General Fund reflected a fund balance of \$265,335 which is \$57,856 less than the previous fund balance of \$323,191. The fund balance decrease was primarily the result of the purchase of property next to the Township Hall for \$46,000; the construction and paving of cemetery roads for \$21,171; and the purchase of a vehicle for \$17,390. The Library Fund reflected a fund balance of \$324,285 which is \$20,626 more than the previous fund balance of \$303,659.

**General Fund Budgetary Highlights**

Over the course of the year, the Township Board amended the General Fund budget several times. Budgeted expenditures were increased by \$86,535 to better reflect capital outlay projects. After these budget amendments, actual expenditures were \$55,786 below final budgeted amounts.

**Library Fund Budgetary Highlights**

Over the course of the year, the Library Board amended the Library Fund budget several times. Budgeted expenditures were increased by \$13,600 to better reflect building improvement costs. Actual expenditures were \$14,050 below final budgeted amounts.

**Capital Asset and Debt Administration**

**Capital Assets** - At June 30, 2005, the Township had \$332,731 invested in a broad range of capital assets including land, buildings, and various equipment. Additional information on capital assets can be found in note 5 on page 26 of the notes to the financial statements.

**Long-term Debt** - The Township has no debt obligations.

**Economic Factors and Next Year' s Budgets and Rates**

The Township's budget for 2006 calls for a small increase in property taxes due to the limited allowed property value increases (the lesser of inflation or 5%). The Township also projects that State Shared Revenue will decrease about 5% compared with a 2% decrease experienced during 2004-2005.

**NOTTAWA TOWNSHIP  
MANAGEMENT' S DISCUSSION AND ANALYSIS**

**Contacting the Township' s Management**

This financial report is intended to provide our citizens, taxpayers, customers, and investors with a general overview of the Township's finances and to show the Township's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the Clerk's office.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

NOTTAWA TOWNSHIP  
STATEMENT OF NET ASSETS  
JUNE 30, 2005

Governmental  
Activities

ASSETS

Cash and cash equivalents	\$ 520,612
Accounts receivable	62,860
Prepaid expenses	18,940
Capital assets - net	<u>332,731</u>
Total assets	935,143

LIABILITIES

Accounts payable	6,615
Accrued and other liabilities	4,677
Deferred revenue	<u>1,500</u>
Total liabilities	<u>12,792</u>

NET ASSETS

Invested in capital assets, net of related debt	332,731
Restricted - other purposes	4,859
Unrestricted	<u>584,761</u>
Total net assets	<u>\$ 922,351</u>

See accompanying notes to the financial statements

**NOTTAWA TOWNSHIP**

**STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2005**

		<u>Program Revenues</u>	<u>Net (Expense) Revenues And Changes In Net Assets</u>
<u>Functions/Programs</u>	<u>Expenses</u>	<u>Charges for Services</u>	<u>Governmental Activities</u>
Primary government			
General government	\$ 283,493	\$ 11,947	\$ (271,546)
Public safety	58,621	27,124	(31,497)
Public works	12,300	-	(12,300)
Recreation and cultural	<u>186,543</u>	<u>2,478</u>	<u>(184,065)</u>
Total primary government	<u>\$ 540,957</u>	<u>\$ 41,549</u>	(499,408)
General revenues:			
			227,216
Property taxes			176,968
State shared revenues			8,454
Interest income			<u>88,473</u>
Miscellaneous			
Total general revenues			<u>501,111</u>
CHANGE IN NET ASSETS			1,703
NET ASSETS - BEGINNING OF YEAR			<u>920,648</u>
NET ASSETS - END OF YEAR			<u>\$ 922,351</u>

See accompanying notes to the financial statements

**FUND FINANCIAL STATEMENTS**



**NOTTAWA TOWNSHIP**

**GOVERNMENTAL FUNDS  
BALANCE SHEET  
JUNE 30, 2005**

	<u>General Fund</u>	<u>Library Fund</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>			
Cash and equivalents	\$ 218,102	\$ 302,510	\$ 520,612
Accounts receivable	-	-	-
Due from other funds	-	-	-
Due from other governments	33,552	29,308	62,860
Prepaid expenditures	<u>18,940</u>	<u>-</u>	<u>18,940</u>
Total assets	<u>\$ 270,594</u>	<u>\$ 331,818</u>	<u>\$ 602,412</u>
<b>LIABILITIES AND FUND BALANCE</b>			
Liabilities			
Accounts payable	\$ 3,935	\$ 2,680	\$ 6,615
Accrued and other liabilities	769	3,353	4,122
Due to other funds	-	-	-
Due to other governmental units	555	-	555
Deferred revenue	<u>-</u>	<u>1,500</u>	<u>1,500</u>
Total liabilities	5,259	7,533	12,792
<b>FUND BALANCE</b>			
Reserved for Special assessments	4,859	-	4,859
Unreserved			
Designated for fire protection	40,000	-	40,000
Undesignated	<u>220,476</u>	<u>324,285</u>	<u>544,761</u>
Total fund balance	<u>265,335</u>	<u>324,285</u>	<u>589,620</u>
Total liabilities and fund balance	<u>\$ 270,594</u>	<u>\$ 331,818</u>	<u>\$ 602,412</u>

See accompanying notes to financial statements

NOTTAWA TOWNSHIP

GOVERNMENTAL FUNDS  
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES  
TO NET ASSETS OF GOVERNMENTAL ACTIVITIES  
JUNE 30, 2005

Total governmental fund balances \$ 589,620

Amounts reported for governmental activities are  
not financial resources and therefore are not  
reported in the funds.

Governmental capital assets	\$ 552,602	
Less accumulated depreciation	<u>(219,871)</u>	<u>332,731</u>

Net assets of governmental activities \$ 922,351

See accompanying notes to financial statements

**NOTTAWA TOWNSHIP**

**GOVERNMENTAL FUNDS  
STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCES  
YEAR ENDED JUNE 30, 2005**

	<u>General Fund</u>	<u>Library Fund</u>	<u>Total Governmental Funds</u>
<b>REVENUES</b>			
Property taxes	\$ 77,404	\$ 149,812	\$ 227,216
Tax administration fees	26,145	-	26,145
SET collection fee	6,592	-	6,592
Maint. Fee - Metro Act	3,608	-	3,608
State revenue sharing	170,673	6,295	176,968
Licenses, permits, and fines	24,489	26,159	50,648
Charges for services	14,582	2,478	17,060
Interest income	4,857	3,597	8,454
Special assessments	2,425	-	2,425
Miscellaneous	<u>7,109</u>	<u>16,435</u>	<u>23,544</u>
Total revenues	337,884	204,776	542,660
<b>EXPENDITURES</b>			
General government	324,819	-	324,819
Public safety	58,621	-	58,621
Public works	12,300	-	12,300
Recreation and cultural	<u>-</u>	<u>184,150</u>	<u>184,150</u>
Total expenditures	<u>395,740</u>	<u>184,150</u>	<u>579,890</u>
Excess (deficiency) of revenues over expenditures	( 57,856)	20,626	( 37,230)
FUND BALANCE - Beginning of year	<u>323,191</u>	<u>303,659</u>	<u>626,850</u>
FUND BALANCE - End of year	<u>\$ 265,335</u>	<u>\$ 324,285</u>	<u>\$ 589,620</u>

See accompanying notes to financial statements

NOTTAWA TOWNSHIP

GOVERNMENTAL FUNDS  
RECONCILIATION OF THE STATEMENT OF REVENUES,  
EXPENDITURES, AND CHANGES IN FUND BALANCES OF  
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2005

Net change in fund balances - total governmental funds \$ (37,230)

Amounts reported for governmental activities in the  
statement of activities are different because:

Governmental funds report capital outlays as expenditures.  
However, in the statement of activities, the cost of those  
assets is depreciated over their estimated useful lives.

Expenditures for capital assets	82,276
Depreciation expense	<u>(43,343)</u>

Change in net assets of governmental activities	<u>\$ 1,703</u>
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See accompanying notes to financial statements

NOTTAWA TOWNSHIP

FIDUCIARY FUNDS

STATEMENT OF FIDUCIARY NET ASSETS

JUNE 30, 2005

	<u>Tax</u>
	<u>Fund</u>
ASSETS	
Cash	\$ <u>          -</u>
LIABILITIES	
Due to other funds	\$ <u>          -</u>

See accompanying notes to financial statements

**NOTTAWA TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2005**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of Nottawa Township, St. Joseph County, Michigan conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to townships. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. In the government-wide financial statements, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied unless those pronouncements conflict with or contradict GASB pronouncements, in which case, GASB prevails. The more significant accounting policies establishing GAAP and used by the Township are discussed below.

The Township adopted GASB 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, as amended by GASB 37, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments Omnibus* as of July 1, 2003. Certain of the significant changes in GASB 34 include the following:

- \* A Management Discussion and Analysis (MD&A) section providing an analysis of the Township's overall financial position and results of operation has been included with the financial statements.
- \* Government-wide financial statements (statement of net assets and statement of activities) prepared using full accrual accounting for all of the Township's activities have been provided.
- \* Capital assets in the governmental activities column of the statement of net assets includes assets totaling \$1,309,100 previously reported in the General Fixed Asset Account Group.
- \* A change in the fund financial statements to focus on major funds.

The Township also adopted GASB 38, *Certain Financial Statement Note Disclosures*, as of July 1, 2003. GASB 38 modifies note disclosures required by GAAP. The adoption of this change in accounting principles had no effect on the financial condition or result of operations of any of the Township's funds as of and for the year ended June 30, 2005, but did change some of the disclosures required for the notes to the financial statements.

**NOTTAWA TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2005**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued**

**Reporting Entity**

The Township was organized in 1830. The Township operates under a Board of Trustees consisting of a Supervisor, Treasurer, Clerk and two Trustees. The services rendered to residents include public safety, highways and streets, planning and zoning, and general administrative services.

As required by generally accepted accounting principles, GASB 14, these financial statements present the Township (the primary government) and its component units, entities for which the Township is considered to be financially accountable. There are no component units to be included in these financial statements.

**Basis of Accounting - Government-Wide Financial Statements** - The statement of net assets and the statement of activities display information about the Township as a whole. They include all funds of the reporting entity except for fiduciary funds. These statements distinguish between activities that are governmental and those that are considered business-type activities. Internal service fund activity is eliminated to avoid "doubling-up" revenues and expenses. The Township does not have any business-type activities or internal service fund activity.

The government-wide statements are prepared using the economic resources measurement focus and the accrual basis of accounting. This is the same approach used in preparation of the proprietary fund financial statements but differs from the manner in which the governmental fund financial statements are prepared. Therefore, governmental fund financial statements include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

**NOTTAWA TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2005**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued**

The government-wide statement of activities presents a comparison between expenses, both direct and indirect, and program revenues for each governmental program. Direct expenses are those that are specifically associated with a service, program or department and are therefore clearly identifiable to a particular function. Some functions, such as administrative and financial services include expenses that are, in essence, indirect expenses of other functions. Program revenues include charges paid by the recipients of the goods or services offered by the programs and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues which are not classified as program revenues are presented as general revenues. The comparison of program revenues and expenses identifies the extent to which each program is self-financing or draws from the general revenues of the Township.

Net assets should be reported as restricted when constraints placed on net asset use are either externally imposed by creditors (such as through debt covenants), grantors, contributors or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation. When both restricted and unrestricted resources are available, it is the Township's policy to use restricted resources first, then unrestricted resources as they are needed.

**Basis of Accounting - Fund Financial Statements** - Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues and expenditure/expenses. Funds are organized into three major categories: governmental, proprietary and fiduciary. The focus of governmental and enterprise fund financial statements is on major funds rather than reporting funds by type. A fund is considered major if it is the primary operating fund of the Township or meets the following criteria:

- \* Total assets, liabilities, revenues or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and



**NOTTAWA TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2005**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued**

- \* Total assets, liabilities, revenues or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

Each major fund is presented in a separate column. Non-major funds are aggregated and presented in a single column. The Township does not have any proprietary funds or internal service funds.

The Township reports the following major funds:

**General Fund** - The general fund is the general operating fund of the Township. The fund is used to account for all financial transactions except those required to be accounted for in another fund. Revenues are derived primarily from property taxes, state shared revenues and charges for services.

**Special Revenue Funds**

**Library Fund** - To account for the special tax millage levied by the township for operation of the library department.

The following is a description of two major categories and various fund types within those categories into which the funds are grouped:

**Governmental Fund** - All governmental funds are accounted for using modified accrual basis of accounting and the current financial resources measurement focus. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become susceptible to accrual (i.e., when they become both measurable and available). Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable.

NOTTAWA TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2005

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

**Revenue Recognition** - "Measurable" means the amount of the transaction can be determined and "available" means collectable within the current period or soon enough thereafter to be used to pay liabilities of the current period. The Township considers property taxes, special assessments, licenses, interest revenue and charges for sales and services as susceptible to accrual if the amount was due on or before fiscal year end and collection was within two months of year end. Reimbursements due for expenditure-driven grants are accrued as revenue at the time the expenditures are made, or when received in advance, deferred until expenditures are made. All other revenue is recognized as payments are received.

**Expenditure Recognition** - The measurement focus of governmental accounting is on decreases in net financial resources (expenditures) rather than expenses. Most expenditures are measurable and are recorded when the related fund liability is incurred. However, principal and interest on general long-term debt, which has not matured, are recognized when paid. Allocation of costs, such as depreciation and amortization, are not recognized in the governmental funds.

The following is a description of the governmental fund types of the Township:

**General Fund** - The general fund is the general operating fund of the Township. The fund is used to account for all financial transactions except those required to be accounted for in another fund. Revenues are derived primarily from property taxes, state shared revenues and charges for services.

**Special Revenue Funds** - Special revenue funds are used to account for the proceeds of specific revenue sources (other than special assessments and major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action.

**NOTTAWA TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2005**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued**

**Fiduciary Funds (Not Included in Government-Wide Financial Statements)** - Fiduciary funds are used to report assets held in a trustee or agency capacity for others and therefore are not available to support Township programs.

**Agency Funds** - Agency funds are used to account for assets held by the Township in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds. The agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

**Budgets and Budgetary Accounting** - Budgets are adopted on a basis consistent with generally accepted accounting principles. Annual appropriated budgets are legally adopted for the general and special revenue funds. The Township adopts its budget in accordance with Public Act 621, the Uniform Budgeting and Accounting Act, which mandates an annual budget process and an annual appropriation act to implement the budget. The Township follows these procedures in establishing the budgetary data reflected in the financial statements:

- \* Prior to June 30, the Township Board reviews a proposed operating budget for the fiscal year commencing the following July 1. The operating budget includes proposed expenditures and the means of financing them.
- \* Public hearings are conducted at the Township hall to obtain public comments.
- \* Prior to June 30th the budget and annual appropriations act are legally adopted by the Township Board.
- \* Formal budget integration is employed as a management control device during the year for all budgetary funds.
- \* Budgetary control is exercised at the department level in the general fund, and at the total expenditure or "fund" level for the special revenue funds. Similarly, the Township's "appropriation centers" are defined at the department level in the general fund and at the total expenditure or "fund" level for the special revenue funds.

**NOTTAWA TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2005**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued**

- \* Budget transfers between appropriation centers or changes to appropriation center totals require formal amendment by the Township Board. Budgets for the current year are carefully reviewed throughout the year for any revisions of estimates. The legislative body amends the general appropriation act as soon as it becomes apparent this action is necessary.
- \* All budget appropriations lapse at the end of the year.
- \* Budgets as presented for the governmental funds are prepared on the modified accrual basis consistent with generally accepted accounting principles.

**Deposits and Investments** - Statutes authorize the primary government and component units to invest in the following:

- \* In bonds, securities and other obligations of the United States or agency or instrumentality of the United States.
- \* In certificates of deposit, savings accounts, deposit accounts or depository receipts of a bank which is a member of the Federal Deposit Insurance Corporation, a saving and loan association which is a member of the Federal Savings and Loan Insurance Corporation or a credit union which is insured by the National Credit Union Administration.
- \* In commercial paper rated at the time of purchase within the two highest classifications established by not less than two standard rating services and which matures not more than 270 days after the date of purchase.
- \* In United States government or federal agency obligation repurchase agreements.
- \* In banker's acceptances of United States banks.
- \* In obligations of this state or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than one standard rating service.
- \* In mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

Cash and cash equivalents include cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired.

**NOTTAWA TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2005**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued**

**Receivables and Payables** - Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "advances to/from other funds." All other outstanding balances between funds are reported as "due to/due from other funds." Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as "internal balances".

All trade and property tax receivables are shown as net of allowance for uncollectible amounts.

Property taxes are levied on December 1 and payable without penalty in one installment before February 28. Township property taxes are recognized as revenue (and become available for appropriation) in the period for which they are levied. The Township bills and collects its own property taxes and also taxes for the county and school districts in the Township. Collections of all the taxes and remittance of them to the other taxing authorities are accounted for in the current tax fund.

The 2004 taxable value of the Township totaled \$89,256,390, on which ad valorem taxes levied consisted of .91120 mills for the general operation of the Township and 1.71220 mills for library operation.

**Prepaid Items** - Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

**Capital Assets and Depreciation** - Capital assets, which include property, plant and equipment are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the Township as assets with an initial, individual cost of more than \$2,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost of purchase or construction. Contributed assets are recorded at estimated fair market value at the date of donation. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are also capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

NOTTAWA TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2005

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

	<u>Depreciable Life-Years</u>
Land improvements	15
Buildings and improvements	15-40
Machinery and equipment	5-10
Vehicles	5-10
Furniture and other	5-10

**Fund Equity** - In the fund statements, reservations of fund balance represent amounts that are not available for appropriation or are legally segregated for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

**Use of Estimates** - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 - DEPOSITS AND INVESTMENTS

The Township's deposits and investments are included on the balance sheet under the following classifications:

	<u>Primary Government</u>
Statement of Net Assets:	
Cash and cash equivalents	\$ 520,612
Statement of Fiduciary Net Assets:	
Cash	<u>-</u>
Total	<u>\$ 520,612</u>
Deposits and Investments:	
Bank deposits (checking accounts and savings accounts)	\$ 360,280
Certificates of deposit	<u>160,332</u>
Total	<u>\$ 520,612</u>

NOTTAWA TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2005

NOTE 2 - DEPOSITS AND INVESTMENTS - Continued

**Deposits** - The deposits of the Township were reflected in the accounts of the bank (without recognition of checks written but not yet cleared or of deposits in transit) at approximately \$520,981. Of that amount, approximately \$402,773 was covered by federal depository insurance and \$118,208 was uninsured and uncollateralized.

The Township believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all bank deposits. As a result, the Township evaluates each financial institution it deposits Township Funds with and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

NOTE 3 - RECEIVABLES

Receivables in the governmental activities are 100 percent due from other governments and 0 percent accounts receivable.

Accounts receivable in the governmental activities are reported net of an allowance for uncollectible accounts of -0-.

NOTE 4 - INTERFUND RECEIVABLES AND PAYABLES

Interfund receivables and payables consisted of the following at June 30, 2005:

<u>Fund</u>	<u>Receivable</u>	<u>Fund</u>	<u>Payable</u>
<u>Due from/to other funds</u>			

General	\$ <u>        </u> -	Agency-Tax	\$ <u>        </u> -
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The Due From/To Other Fund balances resulted from temporary loans to cover cash short falls in a given fund.

**NOTTAWA TOWNSHIP**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2005**

**NOTE 5 - CAPITAL ASSETS**

Capital assets activity for the year ended June 30, 2005, was as follows:

	As Amended Balance July 1, 2004	Additions	Disposals	Balance June 30, 2005
<u>Primary Government</u>				
Governmental activities				
Capital assets, not being depreciated:				
Land	\$ 5,250	\$ 12,000	-	\$ 17,250
Capital assets, being depreciated:				
Land improvements	11,094	21,171	-	32,265
Buildings and improvements	148,360	-	-	148,360
Machinery and equipment	70,379	-	-	70,379
Vehicle	17,960	17,390	17,960	17,390
Furniture and other	<u>245,473</u>	<u>31,715</u>	<u>10,230</u>	<u>266,968</u>
Subtotal	493,266	70,276	28,190	535,352
Accumulated depreciation				
Land improvements	1,998	1,916	-	3,914
Buildings and improvements	45,619	3,834	-	49,453
Machinery and equipment	45,425	11,700	-	57,125
Vehicles	17,960	145	17,960	145
Furniture and other	<u>93,716</u>	<u>25,748</u>	<u>10,230</u>	<u>109,234</u>
Subtotal	<u>204,718</u>	<u>43,343</u>	<u>28,190</u>	<u>219,871</u>
Net capital assets being depreciated	<u>288,548</u>			<u>315,481</u>
Net capital assets	<u>\$ 293,798</u>			<u>\$ 332,731</u>

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental activities:

General government	\$ 9,235
Recreation and culture	<u>34,108</u>
Total	<u>\$ 43,343</u>



**NOTTAWA TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2005**

**NOTE 6 - RISK MANAGEMENT**

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation), as well as medical benefits provided to employees. The Township has purchased commercial insurance for most risks of loss to which it is exposed. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

**NOTE 7 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

The annual budget is adopted by the Township Board and subsequent amendments are approved by the Township Board. Unexpended appropriations lapse at year-end; encumbrances are not included as expenditures. During the current year, the budget was amended in a legally permissible manner.

The budget has been prepared in accordance with generally accepted accounting principles.

State statutes provide that a local unit shall not incur expenditures in excess of the amount appropriated. The approved budgets of the Township were adopted on a fund level basis.

During the year ended June 30, 2005, the Township incurred no expenditures in excess of the amounts appropriated at the legal level of budgetary control.

REQUIRED SUPPLEMENTAL INFORMATION

**NOTTAWA TOWNSHIP**  
**REQUIRED SUPPLEMENTAL INFORMATION**  
**GENERAL FUND**  
**BUDGETARY COMPARISON SCHEDULE**  
**YEAR ENDED JUNE 30, 2005**

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance with Amended Budget</u>
<b>REVENUES</b>				
Property taxes	\$ 76,100	\$ 79,587	\$ 77,404	\$ (2,183)
Tax administration fees	24,000	30,212	26,145	(4,067)
SET collection fee	6,500	6,592	6,592	-
Maint. Fee - Metro Act	4,000	4,000	3,608	(392)
State revenue sharing	180,000	180,000	170,673	(9,327)
Licenses and permits	17,000	22,129	24,489	2,360
Charges for services	17,000	17,000	14,582	(2,418)
Interest income	3,500	3,621	4,857	1,236
Special assessments	2,475	2,475	2,425	(50)
Miscellaneous	<u>13,000</u>	<u>8,877</u>	<u>7,109</u>	<u>(1,768)</u>
Total revenues	343,575	354,493	337,884	(16,609)
<b>EXPENDITURES</b>				
General government	262,716	342,837	324,819	18,018
Public safety	90,600	95,269	58,621	36,648
Public works	<u>11,675</u>	<u>13,420</u>	<u>12,300</u>	<u>1,120</u>
Total expenditures	<u>364,991</u>	<u>451,526</u>	<u>395,740</u>	<u>55,786</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>				
	(21,416)	(97,033)	(57,856)	39,177
<b>FUND BALANCE - BEGINNING OF YEAR</b>				
	<u>323,191</u>	<u>323,191</u>	<u>323,191</u>	<u>-</u>
<b>FUND BALANCE - END OF YEAR</b>				
	<u>\$ 301,775</u>	<u>\$ 226,158</u>	<u>\$ 265,335</u>	<u>\$ 39,177</u>

NOTTAWA TOWNSHIP  
REQUIRED SUPPLEMENTAL INFORMATION  
LIBRARY FUND  
BUDGETARY COMPARISON SCHEDULE  
YEAR ENDED JUNE 30, 2005

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance with Amended Budget</u>
REVENUES				
Property taxes	\$ 134,000	\$ 149,812	\$ 149,812	\$ -
State revenue sharing	3,000	3,000	6,295	3,295
Fines	26,000	26,000	26,159	159
Charges for services	2,100	2,100	2,478	378
Interest income	5,500	5,500	3,597	(1,903)
Miscellaneous	<u>14,100</u>	<u>14,100</u>	<u>16,435</u>	<u>2,335</u>
Total revenues	184,700	200,512	204,776	4,264
EXPENDITURES				
Recreation and cultural	<u>184,600</u>	<u>198,200</u>	<u>184,150</u>	<u>14,050</u>
EXCESS OF REVENUES OVER EXPENDITURES	100	2,312	20,626	18,314
FUND BALANCE - BEGINNING OF YEAR	<u>303,659</u>	<u>303,659</u>	<u>303,659</u>	<u>-</u>
FUND BALANCE - END OF YEAR	<u>\$ 303,759</u>	<u>\$ 305,971</u>	<u>\$ 324,285</u>	<u>\$ 18,314</u>

OTHER SUPPLEMENTAL INFORMATION

**NOTTAWA TOWNSHIP**

**GENERAL FUND  
COMPARATIVE BALANCE SHEET  
JUNE 30, 2005 AND 2004**

**ASSETS**

	<u>2005</u>	<u>2004</u>
Cash and cash equivalents	\$ 218,102	\$ 291,011
Accounts receivable	-	1,128
Due from other governmental units	33,552	28,661
Due from other funds	-	298
Prepaid expenditures	<u>18,940</u>	<u>15,308</u>
Total assets	<u>\$ 270,594</u>	<u>\$ 336,406</u>

**LIABILITIES AND FUND BALANCE**

<b>LIABILITIES</b>		
Accounts payable	\$ 3,935	\$ 11,651
Accrued payroll and taxes	769	981
Due to other governmental units	<u>555</u>	<u>583</u>
Total liabilities	5,259	13,215

<b>FUND BALANCE</b>		
Reserved for special assessments	4,859	3,204
Unreserved		
Designated for fire protection	40,000	20,000
Undesignated	<u>220,476</u>	<u>299,987</u>
Total fund balance	<u>265,335</u>	<u>323,191</u>

Total liabilities and fund balance	<u>\$ 270,594</u>	<u>\$ 336,406</u>
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# NOTTAWA TOWNSHIP

## GENERAL FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL YEAR ENDED JUNE 30, 2005

With Comparative Actual Amounts for Year Ended June 30, 2004

	2005		Variance- Favorable	2004
	Budget	Actual	(Unfavorable)	Actual
REVENUES				
Property taxes	\$ 79,587	\$ 77,404	\$ (2,183)	\$ 76,707
Tax administration fee	30,212	26,145	(4,067)	23,354
SET collection fee	6,592	6,592	-	5,958
Maint. fee - Metro Act	4,000	3,608	(392)	4,081
State revenue sharing	180,000	170,673	(9,327)	172,704
Licenses and permits	22,129	24,489	2,360	18,086
Charges for services	17,000	14,582	(2,418)	19,254
Interest income	3,621	4,857	1,236	3,619
Special assessments	2,475	2,425	(50)	2,475
Miscellaneous	8,877	7,109	(1,768)	7,968
Total revenues	354,493	337,884	(16,609)	334,206
EXPENDITURES				
Township Board	60,577	53,931	6,646	44,058
Elections	8,353	6,576	1,777	259
Supervisor/Assessor	49,760	49,459	301	40,128
Clerk	28,681	27,927	754	26,103
Board of Review	1,413	1,148	265	1,099
Treasurer	34,927	33,632	1,295	35,065
Township Hall	58,909	55,884	3,025	9,886
Cemetery	100,217	96,262	3,955	54,073
Fire Protection	70,000	32,684	37,316	58,056
Building code	22,169	23,387	(1,218)	16,883
Planning/zoning	3,100	2,550	550	2,585
Highways	8,750	8,750	-	10,458
Special assessments	2,475	1,295	1,180	3,780
Street lighting	2,195	2,255	(60)	888
Total expenditures	451,526	395,740	55,786	303,321
Excess (deficiency) of revenues over expenditures	(97,033)	(57,856)	39,177	30,885
FUND BALANCE - Beginning of year	323,191	323,191	-	292,306
FUND BALANCE - End of year	\$ 226,158	\$ 265,335	\$ 39,177	\$ 323,191

NOTTAWA TOWNSHIP

LIBRARY FUND  
COMPARATIVE BALANCE SHEET  
JUNE 30, 2005 AND 2004

ASSETS

	<u>2005</u>	<u>2004</u>
Cash and cash equivalents	\$ 302,510	\$ 289,880
Due from other funds	-	-
Due from other governmental units	<u>29,308</u>	<u>26,838</u>
Total assets	<u>\$ 331,818</u>	<u>\$ 316,718</u>

LIABILITIES AND FUND BALANCE

LIABILITIES

Accounts payable	\$ 2,680	\$ 7,149
Accrued payroll and taxes	3,353	4,410
Due to other funds	-	-
Deferred revenue	<u>1,500</u>	<u>1,500</u>

Total liabilities	7,533	13,059
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FUND BALANCE	<u>324,285</u>	<u>303,659</u>
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Total liabilities and fund balance	<u>\$ 331,818</u>	<u>\$ 316,718</u>
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# NOTTAWA TOWNSHIP

## LIBRARY FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL YEAR ENDED JUNE 30, 2005

With Comparative Actual Amounts for Year Ended June 30, 2004

	2005		Variance- Favorable (Unfavorable)	2004 Actual
	Budget	Actual		
REVENUES				
Property taxes	\$ 149,812	\$149,812	\$ -	\$129,634
State revenue sharing	3,000	6,295	3,295	6,306
Penal fines	26,000	26,159	159	26,838
Charges for services	2,100	2,478	378	1,949
Interest income	5,500	3,597	(1,903)	4,996
Miscellaneous	14,100	16,435	2,335	15,308
Total revenues	200,512	204,776	4,264	185,031
EXPENDITURES				
Wages - full time	57,400	57,400	-	54,600
Wages - part time	35,200	34,118	1,082	37,654
FICA expense	7,200	7,000	200	7,080
Magazines	1,700	549	1,151	2,477
Recreation program	3,100	2,554	546	2,687
Operating supplies	6,000	4,650	1,350	6,511
Contractual services	5,500	5,436	64	3,909
Communications	2,500	2,372	128	2,372
Internet	2,500	2,340	160	2,340
Utilities	5,000	4,942	58	5,089
Transportation	500	440	60	438
Insurance	3,700	3,662	38	2,761
Repairs and maintenance	4,000	3,500	500	3,075
Building improvements	16,000	15,618	382	928
Inservice and training	500	120	380	245
Printing	1,700	1,698	2	925
Miscellaneous	1,000	941	59	692
Books and videos	32,400	31,715	685	32,444
Equipment	12,300	5,095	7,205	17,898
Total expenditures	198,200	184,150	14,050	184,125
Excess(deficiency) of revenues over expenditures	2,312	20,626	18,314	906
FUND BALANCE - Beginning of year	303,659	303,659	-	302,753
FUND BALANCE - End of year	\$ 305,971	\$324,285	\$ 18,314	\$303,659

NOTTAWA TOWNSHIP  
TAX COLLECTION FUND  
COMPARATIVE BALANCE SHEET  
JUNE 30, 2005 AND 2004

	<u>2005</u>	<u>2004</u>
ASSETS		
Cash	\$ <u>-</u>	\$ <u>298</u>
LIABILITIES		
Due to General Fund	\$ -	\$ 298
Due to Library Fund	-	-
Due to other governmental units	<u>-</u>	<u>-</u>
Total liabilities	\$ <u>-</u>	\$ <u>298</u>

**NOTTAWA TOWNSHIP**

**TAX COLLECTION FUND  
STATEMENT OF CHANGES IN ASSETS AND LIABILITIES  
YEAR ENDED JUNE 30, 2005**

	Balance July 1, <u>2004</u>	<u>Additions</u>	<u>Deductions</u>	Balance June 30, <u>2005</u>
<b>ASSETS</b>				
Cash	\$ 298	\$2,413,700	\$2,413,998	\$ -
<b>LIABILITIES</b>				
Due to General Fund	\$ 298	\$ 107,495	\$ 107,793	\$ -
Due to Library Fund	-	135,709	135,709	-
Due to St. Joseph County	-	1,457,851	1,457,851	-
Due to Nottawa School	-	145,737	145,737	-
Due to Centreville School	-	444,709	444,709	-
Due to Colon School	-	2,192	2,192	-
Due to Mendon School	-	71,522	71,522	-
Due to State of Michigan	-	13,056	13,056	-
Due to Centreville DDA	-	26,429	26,429	-
Due to other	-	9,000	9,000	-
Total liabilities	\$ 298	\$2,413,700	\$2,413,998	\$ -